



## **Rural Municipality of Edenwold No. 158 Re-Zoning and Subdivision Application Checklist.**

Upon receipt of the following information your application will be presented to Council for their review. Therefore, the Re-zoning and Subdivision application will **not** be taken to Council with any piece of the following information missing:

1. Completed Application to amend the Zoning Bylaw (attached).
2. Payment of Re-zoning application fee of \$500.
3. Copy of Plan of Proposed Subdivision prepared by a registered land surveyor or register Planner.
4. Water drilling test results evidencing adequate quantity and quality of on-site potable water supply (if applicable).
5. Completed copy of Community Planning's Application to Subdivide Land, which must be submitted to Community Planning.

**Rural Municipality of Edenwold No. 158**  
**Re-Zoning and Subdivision Process Overview**

<input type="checkbox"/>	Applicant	Rezoning application submitted to the RM of Edenwold along with the Plan of Proposed Subdivision and Re-zoning fee of \$500.
<input type="checkbox"/>	Applicant	Subdivision Application submitted to Community Planning Branch of the Ministry of Government Relations. Community Planning will initiate contact with other Government agencies for comments ie, SERM, Highways, SaskPower, etc.
<input type="checkbox"/>	RM	Review Re-zoning application and Subdivision application (sent to RM by Community Planning).
<input type="checkbox"/>	RM	If Council requests cash-in-lieu to fulfill Municipal Reserve, requirements, RM undertakes a land appraisal of the subject property.
<input type="checkbox"/>	RM	Bylaw amendments are prepared and presented to Council for <b>first reading</b> .
<input type="checkbox"/>	RM	Public Hearing date and time is set and the public notice is advertised in the Star newspaper and letters are sent to the surrounding property owners. * Advertisement costs are invoiced to applicant.
<input type="checkbox"/>	RM	Public hearing is held. If issues are raised at the public hearing, Council may require that these issues are addressed before proceeding any further.
<input type="checkbox"/>	RM	Council may proceed with zoning bylaw amendment and give <b>second and third reading and subdivision approval</b>
<input type="checkbox"/>	RM/Applicant	A draft service agreement is prepared and sent to applicant for review.
<input type="checkbox"/>	Applicant	Service agreement is signed by the applicant and all fees within the service agreement are due.
	RM	Re-zoning documentation and subdivision approval is forwarded to Community Planning for approval. - Community Planning may approve re-zoning - Community Planning may issue subdivision approval
<input type="checkbox"/>	Applicant	Submit approved subdivision plan to Information Service Corp (ISC) and titles are issued
<input type="checkbox"/>	Applicant	Property now available for sale and/or development
<input type="checkbox"/>	Applicant	Building permits and development permits are required before commencement of any construction.

